

**2016 GRANT AGREEMENT  
IMPACT 100 PENSACOLA BAY AREA**

This grant agreement (the "Grant Agreement") is made by **IMPACT 100 Pensacola Bay Area** to the \_\_\_\_\_ (the "Grantee") in order to support Grantee's described project: \_\_\_\_\_ (the "Project").

This grant (the "Grant") is made subject to the following terms and conditions:

1. This Grant is earmarked for the completion of the Project, as described in the Grantee's grant proposal (supported by documents previously submitted). Grantee agrees that this Grant will be expended for the explicit purposes described in such proposal. The grant funds are not to be transferred, either partially or in its entirety, to any other entity or person or spent for any purpose not described in the Grantee's grant proposal.
2. Grantee certifies that it is an organization that is exempt from tax under section 501(c)(3) of the Internal Revenue Code. Grantee agrees to inform **IMPACT 100 Pensacola Bay Area** immediately in writing if (1) there is any change in its tax-exempt status, or (2) there is any reason to believe that its tax-exempt status may be revoked or altered. In the event that Grantee loses its tax-exempt status before all grant funds have been spent by the Grantee, the Grantee hereby agrees to return all previously awarded but unspent grant funds to **IMPACT 100 Pensacola Bay Area** and Grantee shall not be entitled to receive any other funds pursuant to this Grant Agreement.
3. Grantee agrees to expend the grant funds as specifically itemized in the budget submitted with its grant proposal. No substantial or material changes in the budget or the actual expensing of grant funds may be made without prior written approval from the Board of Directors of **IMPACT 100 Pensacola Bay Area**. (Without limitation, a "substantial change" for purposes of this paragraph is any change that exceeds **\$5,410**.) Grantee also agrees that any funds not used for the purposes described in Grantee's proposal shall be repaid to **IMPACT 100 Pensacola Bay Area** within ten (10) days from the first to occur of (a) the Grantee's determination that the grant funds will not be used for the purposes described in its grant proposal or (b) 24 months from the date of this Grant Agreement.
4. Grantee agrees to submit the following reports in accordance with **IMPACT 100 Pensacola Bay Area's** reporting requirements:
  - A. **Quarterly Reports:** Grantee must submit to **IMPACT 100 Pensacola Bay Area** full and complete quarterly reports in writing regarding the use of grant funds to date (with budget indicating year-to-date project actuals) and confirmation of compliance with the terms of the Grant, including information regarding the progress made toward achieving the stated use of grant funding. Quarterly reporting dates will be set by **IMPACT 100 Pensacola Bay Area**.
  - B. **Final Report:** No later than October 16, 2018 or 30 days after fully expending all grant monies, whichever comes first, Grantee must submit to **IMPACT 100 Pensacola Bay Area** a final report in writing detailing the use of all grant funds received and confirmation of compliance with the terms of the grant, including information regarding the progress made toward achieving the stated use of grant funding.

- C. **Other Reports:** If requested by **IMPACT 100 Pensacola Bay Area**, Grantee agrees to also submit other reports that **IMPACT 100 Pensacola Bay Area** may reasonably request, including information pertaining to expenditures, records, and progress of the grant project.
5. Grantee agrees to maintain its books and records in such a manner that the receipts and expenditures of the grant funds will be shown separately in an easily checked form.
  6. Grantee agrees to cooperate with **IMPACT 100 Pensacola Bay Area** on the monitoring of the grant project for which grant funds were received.
  7. Grantee agrees to acknowledge and credit **IMPACT 100 Pensacola Bay Area** as the supporter of the Project in news releases, published materials, media articles or any other print media, including signage, ads, brochures, web pages, vehicles, etc. In all print media, only **IMPACT 100 Pensacola Bay Area's** official logo will be allowed.
  8. In the case of any violation by Grantee of the terms and conditions of this Grant Agreement, including but not limited to, failing to execute the work of the grant in substantial compliance with the grant proposal, **IMPACT 100 Pensacola Bay Area** may terminate this Grant Agreement immediately, without providing Grantee with written notice. Upon termination of this Grant Agreement, for any reason, Grantee agrees to immediately repay to **IMPACT 100 Pensacola Bay Area** any portion of the grant funds that were not spent in furtherance of the Project.
  9. This agreement sets forth the terms and conditions of the Grant. Any modification or amendment will be made only in writing signed by **IMPACT 100 Pensacola Bay Area** and an authorized officer of Grantee.

On behalf of Grantee, I understand and agree to the foregoing terms and conditions of IMPACT 100 Pensacola Bay Area's grant and hereby certify my authority to execute this agreement on Grantee's behalf.

Organization Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_